



State of Tennessee Department of Children's Services

Administrative Policies and Procedures: 31.19

Subject: Placement Determinations for Children in DCS Custody

Supersedes: None

Local Policy: No

Local Procedures: No

Training Required: No

Applicable Practice Model Standard(s): Yes

Approved by:

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Application

To All Department of Children's Services Employees and Contract Service Providers

Authority: TCA 37-5-106

Policy

All determinations made by the Child and Family Team meetings regarding permanency goals, placement recommendations and service identification must be the primary consideration in planning for children in DCS custody.

Procedures

A. Placement determinations by child and family team meetings

1. Once a Child and Family Team Meeting makes its recommendations, the Permanency Plan that is developed or revised shall be considered final.
2. Any changes in the permanency goal, placement recommendation or identification of services can only occur by convening another Child and Family Team Meeting. A case manager shall not receive a request or instruction to change or alter a placement decision by anyone, including resource management or regional allocation coordinators.
3. If a case manager receives a request or is pressured to make a change in the decision making of the Child and Family Team meeting, the case manager must contact the

Regional Administrator or the Executive Director of Regional Support.

4. If resource management, the regional allocation coordinator or other parties are concerned about decisions made at a Child and Family Team Meeting, a request for review must be made to the Regional Administrator and Executive Director of Regional Support.
5. When a request is made for review of the placement determination from the regional resource, regional allocation coordinator, or the case manager, the Regional Administrator and Executive Director of Regional Support must review and respond to the request within three (3) business days.
6. If the Regional Administrator and Executive Director of Regional Support do not respond to the case manager within three (3) days, the case manager may request a review from the Deputy Commissioner of Protection and Permanency.
7. The Regional Administrator and Executive Director of Regional Support shall thoroughly review the Child and Family Team decision and determine whether the current decisions remain or request that the Child and Family Team be re-convened for the purpose of considering a change of the permanency goal, placement or service(s).
8. If the case manager is not satisfied with the review process completed by the Regional Administrator and Executive Director of Regional Support they may request a review by the Deputy Commissioner of Protection and Permanency. This review must be requested with five (5) days from the action completed by the Executive Director of Regional Support.
9. In the event a Regional Administrator has concerns about decisions made at a Child and Family Team Meeting, the Regional Administrator can request a review by the Executive Director of Regional Support and the Deputy Commissioner of Protection and Permanency. The Executive Director of Regional Support and Deputy Commissioner of Protection and Permanency must respond to the Regional Administrator within (3) business days of the request.

B. Contact for external stakeholders when there are concerns about appropriate placement

1. When external stakeholders interacting with the department have concerns regarding the appropriateness of a child's specific placement determination, the stakeholder may contact the Executive Director of Regional Support.
2. The Executive Director of Regional Support will review the concerns and the current placement, and respond to the external stakeholder regarding specific concerns raised.
3. Within the context of the concerns raised, the Regional Administrator and Executive Director of Regional Support will thoroughly review the Child and Family Team decision and determine whether the current decisions remain or request that the Child and Family Team be re-convened for the purpose of considering a change of the permanency goal, placement or service(s).

Forms

None

Collateral Documents

None

Standards

DCS Practice Model Standard – 10-100

DCS Practice Model Standard – 10-200

DCS Practice Model Standard – 10-201

DCS Practice Model Standard – 10-202

DCS Practice Model Standard – 10-203

DCS Practice Model Standard – 10-204

DCS Practice Model Standard – 10-205

DCS Practice Model Standard – 10-206

DCS Practice Model Standard – 10-207

DCS Practice Model Standard – 10-208

DCS Practice Model Standard – 10-209